

CHARTER COMMITTEE ANNUAL REPORT TO THE SHARED GOVERNANCE COUNCIL

Committee: Council on Teaching

Report Year: 2016-2017

Committee Chair(s)	Thomas Schmidt (fulfilling term of Shelly Campo) Appointed as Chair for 2017-2018 Committee by Faculty Senate
Committee Members	<p>Faculty</p> <p>Ned Bowden Laurie Croft Anita Jung Tom Midtrod Anita Stineman Anand Vigh</p> <p>Lecturer</p> <p>Bruce Nottingham-Spencer (fulfilling Meara Habashi's term)</p> <p>Students</p> <p>Emma Hawk Lane Hady Skylar Kiekhaefer Angeline Vanle</p> <p>Administrative Liaison (non-voting member)</p> <p>Lon Moeller (Associate Provost for Undergraduate Education)</p> <p>Affiliated (non-voting)</p> <p>Jean Forman (Center for Teaching, Office of Teaching, Learning, Technology) (OTLT)</p> <p>Administrative Staff (non-voting)</p> <p>Brenda Bradley Office of the Executive Vice President and Provost</p>
Committee Charge	The Council shall:

	<ul style="list-style-type: none"> (a) Provide a forum for discussion of present and future needs in the area of teaching and recommend programs for meeting these needs; (b) Seek, evaluate, select candidates, and establish guidelines for university-wide teaching awards, including but not limited to the President and Provost Award for Teaching Excellence and the Outstanding Teaching Assistant Awards. Similarly, seek, evaluate, and select candidates for extra-University teaching awards such as the U.S. Professor of the year; (c) Advise on development of proposals for outside funding to support curricular development, equipment for teaching, and other proposals related to the teaching and learning missions of the university; (d) Advise with respect to the policies, priorities, and procedures on; evaluation of teaching and learning(including codes of teaching responsibilities),University-wide experimental or nontraditional education programs, the method, time and efficiency of registration, the conduct of convocations and commencements, and (e) Serve in an advisory and oversight capacity for the Center for Teaching.
Current Year Meeting Dates	Committee Meeting dates were as follows: Oct 21, 2016, Dec 13, 2016, Jan 26, 2017, Feb 16, 2017, March 23, 2017. Several of these dates represent closed meetings at which the qualifications of faculty or teaching assistants nominated for teaching awards were discussed.
Please indicate the typical frequency of meetings (e.g., first Tuesday of month at 4 pm). If there are subcommittees, please indicate the frequency of those meetings, too.	This Charter Committee usually meets about 6-8 times a year. The scheduled meetings are for one and one-half hours in length. Much of the committee's work , including evaluating the documents and letters submitted on behalf of individuals nominated for the various teaching awards, is completed independently (outside of scheduled meetings) by the individual voting members. The time and day for the scheduled meetings varies throughout the academic year in an attempt to accommodate faculty/student schedules.
Current Year Activities	Activities for this academic year included: selection of recipients for the President and Provost Award for Teaching Excellence; selection of recipients of the Outstanding Teaching Assistant Awards presented at annual awards ceremony (May 4, 2017); discussion of how funds for previous Instructional Improvement Awards were not , in the opinion of a subcommittee, being best utilized and how those funds could be appropriately utilized to support faculty travel to attend and present at regional and national teaching conferences; discussions related to national teaching awards (Professor of the Year) and how some institutions have professional staff members who assist faculty members in terms of the assembly of their nomination packets; and a presentation

	by Maggie Jesse and Steve Tomblin (OTLT) on InfoReady software and its potential educational applications.
Topics your committee anticipates addressing during the coming year	Implementation of a new Travel Award to provide limited funding to faculty so that they can attend and present at regional and national teaching conferences/workshops. The committee will once again be involved in discussing the qualifications of the faculty and teaching assistants who have been nominated for various teaching awards and in the final selection of the annual recipients of these awards. Additional topics that the committee will tentatively discuss include the concept of university-wide teaching academies as well as new teaching pedagogies (online courses and distance learning). Other potential topics as suggested by the committee members will be discussed and strongly encouraged.
Other issues of concern	As a committee we certainly want to strive to ensure that University of Iowa teaching at all levels, including undergraduate, graduate, and professional students, will be discussed and recognized as strengths of this institution.
What should we tell applicants for this committee regarding expectations of members (anticipated workload, existence of subcommittees, etc.)?	It is crucial that all faculty and students who apply for membership on this committee are informed of its importance and role in the teaching mission of the University of Iowa. Although the workload does vary during the academic year, all members of the committee are expected to actively participate in committee discussions, serve on subcommittees and complete their assigned reviews for teaching awards in a timely and professional manner. Thus it is crucial to select new members who clearly have indicated that they are dedicated and willing to make meaningful contributions.
The Faculty Senate Office collects agendas and minutes from the charter committees to send to the university archives. Please let us know the best way to get that information from you (e.g., direct us to a website, put us on the committee's distribution list, etc.).	<p>Starting this past Spring (2017) the Chair of this committee emphasized the need to have recorded minutes for our meetings (with the exception of meetings where teaching award nominees are discussed in confidence in closed sessions). Lon Moeller agreed to take notes at each of our meetings and then to distribute the minutes to all committee members, including those members who were unable to attend that meeting. In the future we plan to post those minutes on the committee website. Questions concerning access to these minutes should be directed to:</p> <p>Brenda Bradley Office of the Executive Vice President and Provost 111 Jessup Hall The University of Iowa 5 West Jefferson Street Iowa City, IA 52242 E-mail: brend-bradley@uiowa.edu</p>

Recommendations, if any, to the shared governance groups.

Having students serve on this charter committee is extremely important. Their input and perspectives are very much appreciated. The problem that seems to occur is that as the academic year progresses some of these student members seem to lose interest and simply do not participate in our meetings. Any suggestions in terms of how to enhance student participation would be welcomed. As chair of the committee for 2017-18 I plan to personally contact the new students selected to serve on the committee and not only welcome them, but also to encourage them to take an active role in our discussions and decisions.